



NAMIBIA STATISTICS AGENCY

**REGISTRATION OF BIDDERS AND SUPPLIERS TO BE ELIGIBLE TO PARTICIPATE IN
THE PROVISION OF GOODS, WORKS AND SERVICES.**

(REGULATION 54)

PART 1

REGISTRATION FORM

PARTICULARS OF COMPANY	
1	Name of company.....
2	Registration number of company.....
3	Shareholding or member interest structure of company
4	Names of shareholder, members, partners or Partners or persons with interest in the company
5	Nationality of each shareholder, member, Partners with interest in the company.
6	Equity held by each Shareholder, members, partners or person

7	<p>Categories (supplier, contractor, consultant, services Provider) please specify below;</p> <p>a) Goods.....</p> <p>.....</p> <p>b) Works.....</p> <p>.....</p> <p>c) Consultant services.....</p> <p>.....</p> <p>d) Non-consultant services.....</p> <p>.....</p>
	VAT Number.....
9	Social security registration number.....
10	<p>Telephone Number.....</p> <p>Cell:.....</p>
11	FAX Number.....
12	E-mail.....
13	Website
14	Postal Address
15	Region
16	City
17	Region
18	<p>Type of Business (indicate your specialization);</p> <p>.....</p> <p>.....</p>

19	Number of full time employees.....
CONTACT PERSONAL DETAILS	
20	Name of the contact Person.....
21	Position.....
22	Telephone.....Cell.....
23	E-mail
BUSINESS EXPERIENCE	
24	List tenders that you have participated in (give tender particulars and names of the procuring company)
25	List contracts with their values (including Purchase orders) you had won at least three (3)
26	Other relevant information as per registration for preference scheme

PART 2

LIST OF ATTACHMENTS

The document referred to in section 50 (2) of the Act including a valid SME Certificate as well as

1. Certified copies herein incorporating document, namely-
 - a. In the case of private or public companies, form CM2, CM2A, CM2C and CM29;
 - b. A valid Company Registration Certificate (founding statement)
 - c. An original valid Good Standing Tax Certificate
 - d. An original valid Good Social Security Certificate
 - e. A certificate indicating SME Statuses (for Bids reserved for SME's).
2. In the case of trusts, sole proprietors or joint ventures, document equivalent to those referred to in paragraph (a) and (b) above,

to confirm the name of the company, line of business, companies or names of directors, partners and shareholders as well as their nationalities, certified copies must be attached.
3. In the event that the documents or annexures attached thereto were amended, certified copies of the amended document or annexure must be submitted with a valid stamp of the issuing authority.